

(i) Printed Pages : 2

Roll No.

(ii) Questions : 9

Sub. Code :

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Exam. Code :

5	0	0	1
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**Bachelor of Arts (FYUP) 1st Semester
(2125)**

COMPUTER SCIENCE

**Paper : Computer Fundamentals and PC Software
CSCDSC1 (Common With B.Sc. 1st Sem. N.E.P.)**

Time Allowed : Three Hours]

[Maximum Marks : 45

Note :— (i) Question Paper consists of **nine** questions comprising **two** questions in each Section A, B, C, D and **one** compulsory question of short answer type in Section E.

(ii) The students are required to attempt any **one** question each from Sections A, B, C, D and Section E is compulsory.

SECTION—A

1. Elaborate characteristics and block diagram of computer in detail. 9
2. Explain different input and output devices in detail. 9

SECTION—B

3. Explain word processing features and steps for insert tables and images in detail. 9
4. Explain mail merge and steps to create a letter using mail merge. 9

SECTION—C

5. Explain spreadsheet functions with mathematical and string functions in detail. 9
6. Explain charts and how to create line, pie and bar chart for a spreadsheet? 9

SECTION—D

7. Explain features of presentation and steps to create, save and print presentations. 9
8. Explain animation with steps to create animation and transitions effects in presentation. 9

SECTION—E

(Compulsory)

9. Elaborate :
 - (a) ASCII
 - (b) Control Panel
 - (c) Spell check
 - (d) Macros
 - (e) Database2+2+2+2+1